



Lake County

Health Department and
Community Health Center

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2016 Food Plan Review Information Packet

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PLAN REVIEW CHECKLIST

The following items are required for a plan review. Please use this checklist to make certain you have submitted all required items, so that your review will not be delayed!

PLEASE RETURN PAGES 3 – 7 ONLY

_____ Application for Food Plan Review /Permit

_____ Plan Review Fee. The fee may be paid with credit card, a personal or company check, money order, cashier's check or cash. For the applicable fee, please contact Roger Coffman at 847-984-5002, Laurie Jahn at 847-377-8042, or Mark Carlson at 847-377-7784.

_____ Proposed Menu and Facility Information (page 6)

_____ Room Finish Schedule Chart (page 7)

_____ One Complete Set of Floor Plans (**drawn to scale or with dimensions clearly indicated**) including: Equipment Layout and Description (manufacturers name and model #) for all equipment, must be commercial and meet National Sanitation Foundation standards (NSF)

_____ Plumbing Diagram (for Major Plan Review Only) Note: Plumbing must meet Illinois State Plumbing Code

_____ If the proposed food operation includes reduced oxygen packaging, smoked products (meat, poultry, etc.) please contact Roger Coffman for Hazard Analysis Critical Control Point (HACCP) Program requirements.

2016 APPLICATION FOR FOOD PLAN REVIEW AND/OR PERMIT

FEES MUST ACCOMPANY APPLICATION

(See attached fee schedule)

IMPORTANT: ALL sections must be completed. Please type or print legibly.

SECTION A - TYPE OF PLAN REVIEW AND/OR PERMIT	
NEW BUILDING CONSTRUCTION AND NEW FOOD SERVICE PERMIT REMODELING A VACANT SPACE AND NEW FOOD SERVICE PERMIT CHANGE OF OWNER WITH A REMODEL	NEW FOOD SERVICE PERMIT WITHOUT A REMODEL REMODEL WITH AN EXISTING FOOD SERVICE PERMIT CHANGE OF OWNER WITHOUT A REMODEL
CHANGING NAME OF BUSINESS (IF CHECKED – PREVIOUS NAME WAS: _____) ATTACHED MENU CURRENT CERTIFIED FOOD SERVICE MANAGER CERTIFICATE (IF CHECKED – ATTACH A COPY OF CERTIFICATE) REGISTERED FOR AN APPROVED FOOD SERVICE SANITATION MANAGER COURSE HIRING ALL NEW EMPLOYEES	

SECTION B - DAYS OPEN, SEATS, OPERATING TIMES, WATER WELL, AND SEPTIC SYSTEM						
CHECK DAYS OPEN	# SEATS	OPENING TIME	CLOSING TIME	PRIVATE WATER WELL	PRIVATE SEPTIC SYSTEM	
SUN MON TUES WED THURS FRI SAT		AM PM	AM PM	YES NO	YES NO	
SECTION C - DATE EXPECTED TO OPEN			SECTION D - (if you will be operating for six months or less annually)			
MONTH	DAY	YEAR	START DATE TO STOP DATE			

SECTION E - FACILITY INFORMATION (FOR WHICH YOU ARE APPLYING)			
FACILITY NAME (DOING BUSINESS AS)			TELEPHONE NUMBER
ADDRESS			FAX NUMBER
CITY	STATE	ZIP CODE	E-MAIL ADDRESS
NAME OF CONTACT PERSON OR OPERATOR OF FACILITY			TELEPHONE NUMBER

SECTION F- LEGAL OWNER(S) OF FOOD FACILITY/OPERATION OF SECTION E

OWNER			TELEPHONE NUMBER	
HOME ADDRESS			FAX NUMBER	
CITY	STATE	ZIP CODE	E-MAIL ADDRESS	

SECTION G - MAILING ADDRESS FOR ANNUAL INVOICES AND PERMITS

NAME			TELEPHONE NUMBER	
ADDRESS			ATTENTION TO	
CITY			STATE	ZIP CODE

FOR PLAN REVIEWS ONLY - CONTACT INFORMATION (SECTIONS H – I)**SECTION H - NAME, ADDRESS AND TELEPHONE NUMBER OF CONTRACTOR (IF APPLICABLE)**

NAME OF CORPORATION, PARTNERSHIP, PARTNERS OR INDIVIDUAL OWNER			TELEPHONE NUMBER	
CONTACT NAME			FAX NUMBER	
ADDRESS			E-MAIL ADDRESS	
CITY			STATE	ZIP CODE

SECTION I - NAME, ADDRESS AND TELEPHONE NUMBER OF ARCHITECT (IF APPLICABLE)

NAME OF CORPORATION, PARTNERSHIP, PARTNERS OR INDIVIDUAL OWNER			TELEPHONE NUMBER	
CONTACT NAME			FAX NUMBER	
ADDRESS			E-MAIL ADDRESS	
CITY			STATE	ZIP CODE

FOR OFFICE USE ONLY

PLAN REVIEW FEE \$ _____ CHANGE OF OWNER FEE \$ _____ PERMIT FEE \$ _____

CASH _____ CHECK # _____ CREDIT CARD: VISA MC AMEX DISC LAST 4 DIGITS _____ EXP DATE ____/____

2016 FOOD SERVICE FEES

Fees are determined by Lake County Board of Health Ordinance, Articles III and XIII

Plan Review Fees

Priority Plan Review (In addition to applicable fee)	\$1,110.00
Major Plan Review	\$1,110.00
Minor Plan Review	\$442.00

Change of Owner/Operator Fee

\$166.00

Permit Fees (permit term is Jan 1 – Dec 31)

Type I Facilities

Beverage Only or Prepackaged (Includes Bars With Pizza Oven, etc.)	\$185.00
Milk/Satellite Schools	\$111.00
Retail Only <1,000 Square Feet	\$259.00
Retail Only >1,000 Square Feet	\$408.00
Food Service/Catering Trucks/Mobile Units	\$296.00
Retail/Food Service Combined	\$519.00

Type II Facilities

Food Service With Seating/Carry-Out/Mobile Unit	\$445.00
School/Day care/Institution	\$296.00
Retail Only	\$445.00
Retail/Food Service Combined	\$629.00

Type III Facilities

Food Service With Seating/Caterers/Carry-Out	\$656.00
School/Day care With Full Kitchen/Institutions	\$371.00
Retail/Food Service Combined <5,000 Square Feet	\$740.00
Retail/Food Service Combined >5,000 Square Feet	\$1,184.00

Seasonal Facilities

All Carry-Out Facility Types	\$259.00
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**ALL NEW FOOD SERVICE AND/OR NEW OWNERS OPENING AFTER JULY 1
WILL BE ASSESSED 50% OF THE APPROPRIATE PERMIT FEE.**

MENU AND FACILITY TYPE INFORMATION

Section I

Please provide a general description of the proposed menu in the space provided (attach the menu, if available).

Section II

Please circle all the appropriate items which most closely describe the proposed facility.

Category Type I: means a food service facility where:

1. Only pre-packaged potential hazardous foods are available or served; and/or,
2. Potentially hazardous foods are commercially pre-packaged in an approved processing facility; and/or,
3. Milk is the only potentially hazardous food.

Category Type II: means a food service facility where the facility meets one or more of these criteria:

1. Preparing foods for service from raw ingredients that do not require assembly.
2. Hot or cold holding is restricted to same day service.
3. Food requiring preparation are obtained (canned, frozen, fresh prepared) from approved processing facilities (i.e., frozen pizza, entrees, etc.)

Category Type III: means a food service facility where the facility meets one or more of these criteria:

1. Preparing and holding hot or cold food more than 12 hours before serving.
2. Handling of raw ingredients and hand contact with ready-to-eat foods.
3. Reheating potentially hazardous foods which have been previously cooked and cooled.
4. Preparing food for off-site service (where time-temperature requirements during transportation, holding and service are a factor).
5. Vacuum packaging and/or other forms of reduced oxygen packaging are performed at the retail level.
6. Serving of immunocompromised individuals (where these individuals comprise the majority of the consuming population).

ROOM FINISH SCHEDULE CHART

Location	Walls	Floors*	Base*	Ceilings*
Food Prep Area				
Dish Room(s)				
Storage Room(s)				
Restroom(s)				
Garbage Storage Room				
Walk-In Cooler(s)				
Outside Storage Area				

***Specify the Type of Finish Material**, i.e., fiberglass reinforced plastic panels, high gloss enamel paint, commercial vinyl floor tile, vinyl coated drop-in acoustical tile, and color. All finishes in referenced area must be smooth, non-absorbent, and light colored.

REMARKS:

PLAN REVIEW INFORMATION AND REQUIREMENTS TO ESTABLISH A NEW FOOD OPERATION OR TO REMODEL AN EXISTING FACILITY

The Lake County Health Department & Community Health Center (LCHD/CHC) welcomes your intention to operate a food-related business in Lake County, IL. This packet is designed to provide you with the information and forms you will need to complete the process and a general outline of how the process will proceed.

Please direct questions regarding this process to one of the Food Program Specialists, Roger Coffman, at 847-984-5002, Laurie Jahn, at 847-377-8042, or Mark Carlson, at 847-377-7784, or if they are not available, call our office at 847-377-8040.

The following critical items must be addressed before you submit plans for a food-related business to our Department:

1. Verify the proposed site is zoned for a business license.
2. Verify that the site has approval from the LCHD&CHC for the water well supply and/or the individual sewage disposal system.
3. Contact the appropriate municipality to verify building and zoning requirements.

Plan Review/Construction/Facility Opening Process Information

Note: Information on Construction Provisions for Food Service Facilities (pages 9-10), a list of approved IDPH Manager/Supervisor Food Sanitation Certification Courses (page 12) and a Plan Review Checklist (page 2) are included in this packet.

- A. When forms are submitted, staff will verify the required plan review documents and correct fees. One of our specialists will then proceed with the initial review. At this point, you will be notified if additional information is needed.
- B. The proposed plan review will be completed within 15 working days from the receipt of all required information. Note: A priority plan review (3 working day turnaround) may be possible for an additional fee.
- C. Following the plan review, a letter of approval or a letter requesting additional information will be sent to the applicant. This letter will indicate the category (risk type) that has been assigned and the annual permit fee, which must be paid prior to an opening visit being scheduled. The local building authority will also receive a copy of this letter.
- D. When approval is received from both LCHD&CHC and the local municipality, construction/remodeling may begin.
- E. An inspection is always required prior to the facility opening. Please contact the Environmental Health Practitioner listed in the plan approval letter a minimum of 24 hours prior to the anticipated opening. You must make certain that staff will be available for an educational presentation during this visit.
- F. After a successful opening inspection and an educational presentation are conducted, your facility will be given approval to operate.

CONSTRUCTION PROVISIONS FOR FOOD SERVICE FACILITIES

1. Hand wash lavatories, for use by employees, shall be convenient and accessible for proper use at all times. Lavatories located near food preparation and/or food and utensils storage areas shall be installed in such a manner to eliminate possible contamination. All hand wash lavatories shall have hot and cold running water, hand soap and paper towels.
2. Walk-in coolers and freezers shall be provided with a minimum of 10 foot candles of light. This may require the relocation of the light fixture to the center of the unit or the installation of additional fixtures, properly located.
3. All artificial lighting fixtures located over, by, or within single service storage, preparation, service, and display facilities, and where utensils and equipment are cleaned and stored require shielding or recession in a proper manner or the use of shatter proof bulbs and/or tubes.
4. Unless an air gap of twice the diameter of the water supply inlet is provided between the water supply inlet and the fixtures flood rim, proper protection against backflow and back-siphonage shall be provided. (Illinois State Plumbing Code).
5. A hose shall not be attached to a faucet or hose bib unless an approved backflow prevention device is installed. (Illinois State Plumbing Code).
6. Food waste grinders shall not be connected to any sink compartment.
7. There shall be no direct connection between the sewerage system and any drains originating from equipment in which food, portable equipment or utensils are placed. All discharge from the above equipment shall be disposed of through an air break or air gap as required (per the Illinois State Plumbing Code.)
8. If laundering of linens, cloths, uniforms, and aprons necessary to the operation are planned or anticipated, an electric or gas dryer shall be provided, properly installed and used.
9. Unless sufficient space is provided for proper cleaning between, behind and above each unit of fixed equipment, the space between it and adjoining equipment units and adjacent walls or ceiling shall not be more than 1/32 inch.
10. Food, utensils, single service articles and preparation areas shall not be stored or located under exposed or unprotected sewer lines or water lines except for automatic fire protection sprinkler heads.
11. Garbage or refuse containers, dumpsters and compactor systems located outside shall be stored on/or above a smooth surface of non-absorbent material such as concrete or machine laid asphalt.
12. All bare wood surfaces shall be smooth, non-absorbent, and easily cleanable.
13. All ice storage and/or ice dispensing bins shall be protected from contamination. This may require protective shields. Ice bins shall be covered at all times unless the bin is in use or unless the counter extends horizontally beyond the edge of the ice bin counter and a water tap, beverage dispensing head, or drip tray is not located over the bin.

14. Drainage or drainage tubes from ice dispensing units or other equipment shall not pass through the ice machine or the ice storage bin.
15. Tubing conveying beverages or beverage ingredients to dispensing heads shall not be in contact with ice intended for human consumption.
16. Food on display shall be protected from consumer contamination by the use of packaging or by the use of easily cleanable counters, serving line, or salad bar protective devices, display cases or by other effective means. Protective devices shall be installed in such a way so as to intercept the direct line between open food and the consumer's mouth.
17. In new or extensively remodeled facilities at least one utility sink or curbed cleaning facility with a floor drain shall be provided and used for cleaning of mops and disposal of mop water or other similar liquid wastes. No handsink shall be used for this purpose.
18. Outside openings shall be protected against the entrance of insects by tight fitting, self-closing doors, closed windows, screening, controlled air currents or other acceptable means.
19. In new or extensively remodeled facilities, all rooms from which obnoxious odors, vapors or fumes originate shall be mechanically vented to the outside. Ventilation systems shall not create an unsightly, harmful or unlawful discharge. Ventilation hoods and devices shall be designed to prevent grease or condensation from collecting on walls and ceilings, and from dripping into food or onto food contact surfaces. Ventilation equipment must meet the standards of the National Sanitation Foundation or equivalent as to construction and installation.
20. Floors and floor coverings located in all food preparation, food storage, utensil-washing areas, walk-in refrigeration units, dressing rooms, locker rooms, toilet rooms and vestibules shall be constructed of smooth durable material such as sealed concrete, terrazzo, ceramic tile, durable grades of linoleum or plastic, or tight wood impregnated with plastic and shall be maintained in good repair. Floors shall be properly constructed, smooth, easily cleanable and non-absorbent. When floors are subjected to water flushing the juncture between walls and floors shall be coved and sealed. In all other cases, the juncture between walls and floors shall not be present an open seam of more than 1/32 inch.
21. The walls, wall coverings and ceilings of walk-in refrigerating units, food preparation areas, equipment-washing and utensil washing areas, toilet rooms and vestibules shall be light-colored, smooth, non-absorbent and easily cleanable.

**Should alterations or changes in approved plans become necessary, the Food
Program Specialists shall be notified and any changes approved**

ILLINOIS DEPARTMENT OF PUBLIC HEALTH FOOD SERVICE SANITATION MANAGER CERTIFICATION

What is a food service sanitation manager certification?

Complete an Illinois Department of Public Health (IDPH) approved 8-hour FSSMC course, successfully pass a state examination with a score of at least 75 percent and pay a \$35 certificate fee to the IDPH.

- All high risk facilities (category III) must have a certified person working during all hours of food operations.
- All medium risk facilities (category II) must have at least one certified person on staff.
- Any new facilities shall have a certified person from the initial day of operation or provide documentation of enrollment in an approved course to be completed within three months.
- If the certified person is no longer employed at a facility, there is a three month grace period to employ another certified person.

Why is it important?

Knowledge of food safety and sanitation is important for all foodservice workers, but especially for managers and chefs. They have the responsibility to educate the staff and the ability to anticipate problems before they become violations.

Where are IDPH approved courses listed?

Refer to the list of IDPH approved food service sanitation certification providers for contact and course information. **Also, visit the IDPH website at [HTTP://DPH.ILLINOIS.GOV/FSSMCCOURSES](http://DPH.ILLINOIS.GOV/FSSMCCOURSES) for a listing of FSSMC courses.**

Do certificates from other states or private companies meet State of Illinois requirements?

Currently, only City of Chicago certificates can be accepted instead of the State of Illinois certificates. If a person has attended a course in Illinois that meets IDPH requirements and passes the exam, they will receive an application notice from IDPH stating they are eligible for a State of Illinois certificate. They must then complete the application and submit the required \$35 fee to receive a valid certificate. A certificate of completion from a private company is not equivalent to a State of Illinois certificate.

What is the option for renewing a valid Illinois FSSMC Certificate?

Attend an approved 8 hour FSSMC course and pass the exam every 5 years. This must be completed prior to the certificate expiration date.

Will IDPH send a renewal application?

A renewal notice will only be sent if IDPH has a current address for the person. If the address is up-to-date, they will receive a letter explaining the new requirements one year in advance and a renewal application three months before their expiration date. If the certified person has not received an application, please contact an environmental health practitioner or by calling IDPH at 217-785-2439.

CERTIFICATION COURSES FOR FOOD SERVICE SANITATION

<http://dph.illinois.gov/fssmccourses/>

The Illinois Department of Public Health (IDPH) requires all food service establishments to have a manager/supervisor certified in food service sanitation. IDPH approved courses are offered by the companies listed below in various locations throughout the northern portion of Illinois:

<p>*Foodservice Safe Lake/Cook/DuPage/McHenry/Kane Phone: 847.254.5405 John@foodservicesafe.com www.foodservicesafe.com</p>	<p>*Food Protection Systems, Inc. Gurnee Phone: 847.244.0432 mak@foodprotectionsystems.net www.foodprotectionsystems.net</p>
<p>*City Colleges of Chicago Chicago (Classes available in Chinese) Phone: 312.553.5807 www.ccc.edu</p>	<p>*College of Lake County Grayslake Phone: 847.543.2041 www.clcillinois.edu</p>
<p>*Oakton Community College Des Plaines/Skokie Phone: 847.982.9888 www.oakton.edu</p>	<p>*Illinois Restaurant Association Chicago Phone: 312.787.4000 www.illinoisrestaurants.org</p>
<p>Food Safety and Environmental Solutions Lake Phone: 847.865.5106 www.fse-solutions.com</p>	<p>*Safe Food Handlers Corporation New Berlin Phone: 888.793.5136 www.sfhco</p>
<p>Nutrition Care Systems, Inc. Elgin Phone: 847.888.8177 or 800.761.9200 www.nutritioncaresyste</p>	<p>*Food Industry Training Lake/Cook/DuPage/Kane Phone: 630.690.3818 www.foodindustrytraining.ne</p>
<p>*Paladin Management Consultants Naperville Phone: 630.554.3663 www.saf</p>	<p>Linda Roberts and Associates Wheaton Phone: 630.752.8823 www.rdoffice.net</p>
<p>Greg Stolis and Associates DuPage/Lake Phone: 630.960.1135</p>	<p>Paul McDonnell & Associates Aurora/Elgin/Geneva Phone: 630.896.3662</p>
<p>*Corporate Training Center Chicago Area 800.705.8204 www.ctcfoodsantiation.com</p>	<p>*McHenry County College Crystal Lake Phone: 815.455.8588 www.mchenry.edu</p>
<p>*The Safe Dining Associates DuPage/Downers Grove Phone: 630.434.0588 www.safedining.com</p>	<p>*Classes also offered in Spanish</p>

ONLINE/CD-ROM CERTIFICATION COURSES FOR FOOD SERVICE SANITATION

Illinois Department of Public Health (IDPH) approved digital food safety training courses are now available. These digital courses provide an engaging, interactive way to reinforce understanding of food safety. The courses effectively teach key food safety practices and prepare foodservice professionals to take the Illinois Food Service Sanitation Manager Certification Exam. These courses allow foodservice professionals an opportunity to complete training at their convenience without disrupting busy schedules and learn at their own pace.

An Illinois certified instructor must be contacted prior to starting the digital course. The instructor will explain how the program works and must be available to answer questions during normal business hours, Monday through Friday. To find a certified instructor in your area, contact the IDPH (West Chicago) at 630-293-6800.

The online course must be completed in **8 hours** and proof must be provided to the instructor. This information can be printed out at the completion of your course and must be presented at the time of your examination.

***Training Achievement Program (TAP)[®] series**

<http://www.tapseries.com> - Food Safety Manager Certification

***ServSafe[®]**

<http://www.servsafe.com> - Manager Certification Online Training

***University of Illinois at Urbana-Champaign**

<http://idph.fshn.uiuc.edu> - Food Service Sanitation Certification Course

<http://idph.fshn.uiuc.edu/refresher/> - Food Service Sanitation Refresher Course

Learn2Serve

<http://www.learn2serve.com/> - Food Safety Manager Sanitation Certification

Mindleaders

<http://www.mindleaders.com/foodsafety> - Food Safety Manager Sanitation Certification

SuperSafe Mark

<http://www.supersafemark.com> - Food Safety Manager Sanitation Certification

*** COURSES AVAILABLE IN ENGLISH AND SPANISH**

NEW FOOD HANDLER TRAINING REQUIREMENTS IN ILLINOIS

The following ***Restaurant Food Handler Training*** questions and answers are based on recent changes to the Illinois Food Service Sanitation Code:

Who is considered a Food Handler? A food handler or food employee means an individual working with unpackaged food, food equipment or utensils, or food-contact surfaces; this does not include unpaid volunteers in a food establishment.

Who is required to have Food Handler Training? Any food handler working in the State of Illinois is required to have training, unless that person has a valid Illinois Food Service Sanitation Manager Certification (FSSMC) or unpaid volunteer. If someone working in a facility that is not a food handler on a regular basis, but fills in when needed, must have food handler training.

Who is NOT required to have Food Handler Training? Anyone working in a facility that is not a food handler by definition or any food handler that has a valid Illinois Food Service Sanitation Manager Certification (FSSMC).

Food Handlers Working in a Restaurant

What is a restaurant? *"Restaurant" means any business that is primarily engaged in the sale of ready-to-eat food for immediate consumption. Where "primarily engaged" means having sales of ready-to-eat food for immediate consumption comprising of at least 51% of the total sales, excluding the sale of liquor, as defined in Section 3 of the Food Handling Regulation Enforcement Act. For the purposes of this definition, restaurants would include concessions and other food service establishments where food is intended for immediate or on-site consumption.*

What is the timeline for implementation? All food handlers working in restaurants shall have training completed by December 31, 2014. Enforcement will be limited to notification and education July 1- December 31, 2014.

What type of training is offered for Restaurants? Food handler courses with American National Standards Institute (ANSI) approval can be found on the ANSI website (see website and list on Page 2.)

How long is the ANSI certificate valid? The ANSI food handler training certificates are good for 3 years.

Will the ANSI certificate be valid throughout the entire State of Illinois? Restaurant food handler training certificates are valid throughout the state, unless the training was obtained at a business through a Department approved internal training program.

Can a "train the trainer" approach be used, where one person attend a training and they go back and teach others within their facility? No, this would not be acceptable for food handlers working in restaurants because the food handler needs to receive the training themselves and be assessed.

FOOD HANDLERS WORKING IN A RESTAURANT

AMERICAN NATIONAL STANDARDS INSTITUTE (ANSI) ACCREDITED FOOD HANDLER TRAINING COURSES

ANSI Approved Food Handler Program	Website	Online Price	Languages Offered Online	Classroom Option
Above Training/ StateFoodSafety.co	http://www.statefoodsafety.com/	\$10.00	English, Spanish, Mandarin, Korean, Vietnamese and ASL	No
eFoodhandlers, Inc.	http://www.efoodhandlers.com/	\$10.00	English, Spanish	No
Mindleaders, Inc.	http://www.mindleaders.com/ca-food-card/	\$14.95	English, Spanish	Yes, through NEHA
National Environmental Health Assoc.	http://www.nehatraining.org/	same as above (Mindleaders)	provided online by Mindleaders/skillsoft.com	Yes
National Registry of Food Safety Professionals	http://www.envhealthtesting.com/foodhandler.aspx	\$12.95	English, Spanish and Chinese	Yes
National Restaurant Assoc.	http://www.servsafe.com/home	\$15.00	English and Spanish	Yes
Premier Food Safety	http://www.premierfoodsafety.com/california-food-handler-card	\$9.95	English, Spanish, Chinese, Korean and Vietnamese	No
SafeFoodTest.com	http://www.safefoodtest.com/	\$9.95	English	Yes
Safeway Certifications, LLC	http://www.safewayclasses.com/	\$10.00-\$15.00	English, Spanish, Chinese/Mandarin	Yes
TAP Series	http://www.tapseries.com/index.html	\$15.00	English and Spanish	No
U of I Urbana-Champaign	http://idph.fshn.illinois.edu/	\$9.95	English and Spanish	No

Food handler courses with American National Standards Institute (ANSI) approval can be found on the ANSI website at: <https://www.ansica.org/wwwversion2/outside/ALLdirectoryListing.asp?menuID=212&prgID=237&prgID1=238&status=4>

The course and assessment can be completed online, 24 hours/day and does not need to be monitored by an instructor. Upon passing the assessment, the certificate is immediately available to print.

Will the State issue Food Handler certifications? No, the State will not issue food handler certifications. The State will continue to issue the Food Service Sanitation Manager Certification (FSSMC) only.

Updated 6 20 2014



NEW FOOD HANDLER TRAINING REQUIREMENTS IN ILLINOIS

The following ***Non-Restaurant Food Handler Training*** questions and answers are based on changes to the Illinois Food Service Sanitation Code:

Who is considered a Food Handler? A food handler or food employee means a person working with unpackaged food, food equipment or utensils, or food-contact surfaces; this does not include unpaid volunteers in a food facility.

Who is required to have Food Handler Training? Any food handler working in the State of Illinois is required to have training, unless that person has a valid Illinois Food Service Sanitation Manager Certification (FSSMC) or is an unpaid volunteer. If someone is working in a facility that is not a food handler on a regular basis, but fills in when needed, they must have food handler training.

Who is NOT required to have Food Handler Training? Anyone working in a facility that is not a food handler by definition or any food handler that already has a valid Illinois Department of Public Health Food Service Sanitation Manager Certification (FSSMC).

FOOD HANDLERS WORKING IN A NON-RESTAURANT

What is a non-restaurant? Non-restaurants are facilities such as nursing homes, long-term care facilities, licensed daycare centers and homes. Hospitals, schools and retail food stores are also included.

What is the timeline for implementation? All food handlers working in non-restaurants shall have training completed by July 1, 2016. Enforcement will be limited to notification and education July 1- December 31, 2016.

What type of training is offered for non-restaurants? Any food handler training course that has been registered and approved by the Illinois Department of Public Health is acceptable.

How is the training administered? Training can be on-line, computer, classroom, live trainers, remote trainers and by certified food service sanitation managers.

Can a "train the trainer" approach be used, where one person attends a training and then teaches others within their facility? Yes, the train the trainer approach could be used for those food handlers working in non-restaurants, but the training course being used must be approved by the Illinois Department of Public Health and all food handlers must take a written assessment.

Will everyone receiving food handler training receive a certificate? Not every food handler training course will issue a certificate, but proof of training must be available in the facility upon inspector request.

How long is the certificate valid? Non-restaurant food handler certificates do not expire, except for food handlers employed in nursing homes, licensed daycare centers and homes, hospitals, schools and long-term care facilities which must be renewed every three (3) years.

SANITATION EQUIPMENT AND SUPPLY LIST

COLE-PARMER INSTRUMENT 625 E. Bunker Vernon Hills, IL 60061 888-409-3663	Products Available: thermometers, gloves, thermolabels (for high temp. dishmachines), test kits for sanitizers
DAYDOTS 2501 Ludelle Street Fort Worth, TX 76105 800-321-3687	Products Available: labels for food products, food safety videos (ServSafe series), colored cutting boards, gloves, cooling wands, thermolabels (for high temp. dishmachines), alcohol swabs
DOT-IT FOOD SAFETY PRODUCTS 602 Magic Mile Arlington, TX 76011 800-642-3687	Products Available: labels for food products, colored cutting boards, cooling wands, gloves, test kits for sanitizers
FEDERAL SUPPLY CO 116 Washington Street Waukegan, IL 60085 847-623-1310	Products Available: thermometers, test kits for sanitizers
GORDON FOOD SERVICE (GFS) 1930 N. Rand Road Palatine, IL 60074 847-934-0403	Products Available: thermometers, test kits, sanitizers, equipment
JOHNSON DIVERSEY 2401 Bristol Circle Oakville, Ontario L6H6P1 800-626-5015	Products Available: sanitizer dispensers, soaps, sanitizer, test kits, dishmachines
RESTAURANT DEPOT 1030 W. Division Street Chicago, IL 60622 312-255-9800	Products Available: thermometers, test kits for sanitizers
SCHWEPPE, INC. 376 West North Avenue (Rt.64) Lombard, IL 60148 630-627-3550	Products Available: thermometers, test kits, sanitizers, equipment

CHECKLIST FOR NEW FOOD SERVICE FACILITIES

The following is a list of the major requirements that must be met before any new or extensively remodeled facilities can open.

1. All refrigerators and freezers running and at proper temperature. Refrigerators 41°F (4.5°C) Freezers 0°F (-18°C).
2. All refrigerators, freezers, and hot holding cabinets must have working thermometers in an easily viewed area.
3. A metal stem thermometer with a range of 0°F to 220°F (-18 to 209°C) must be provided. The thermometer must be calibrated before the facility opens.
4. All equipment, sinks, hand sinks, and coolers must be installed in the area approved on the plan. Any changes to the approved plan must be approved by this department before construction begins.
5. All lavatory and kitchen hand sinks must have a supply of hand soap, paper towels, and a conveniently located waste receptacle.
6. A covered garbage can must be provided in food preparation and utensil washing areas.
7. Hot and cold running water must be provided at each sink.
8. Proof of a manager certified in Illinois Department of Public Health Food Service Sanitation must be provided within three (3) months.
9. An approved sanitizer must be provided.
10. A test kit for the sanitizer must be provided.
11. Plumbing must meet the standards of the Illinois State Plumbing Code.
12. Food and food contact equipment must be protected from cross contamination.
13. Toxic chemicals must be stored in a protected area away from food and food contact equipment.
14. Approved water supply. If on a private well, a non-community water well permit and a satisfactory water sample must be obtained. Proper sewage connection or properly sized septic system.
15. All construction must be complete and construction equipment removed from the facility. All surfaces cleaned of debris and sanitized.
16. All equipment and areas caulked where needed.
17. The dishwasher running and at the proper temperature or providing the proper level of chemical.

18. All openings to the outside screened and tight fitting. Doors must also be equipped with self-closing devices and provided with weather stripping where needed.
19. Shelving must be provided to keep food and food contact equipment six inches or more off the ground. Wood, pressboard, or pressboard/laminate shelving is not acceptable.
20. All equipment must meet the standards of NSF International or equivalent.
21. The Lake County Health Department food permit must be paid and the application submitted before opening will be granted.

**Do not stock perishable or potentially hazardous foods
before approval has been given during an opening inspection.**

This is not a complete list.

Code violations not listed could also delay an opening.

Please refer to your area sanitarian with any questions.

Please call with any questions.

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